



Change of Ownership Form

For transfers other than due to death

To change ownership or transfer nonretirement assets from an existing account owner to a different owner

Don't use this form for:

- **Death of an account owner.** Although this form allows for transfers of assets from a deceased owner, additional documentation and information must be provided for such transfers to be processed. Call one of our specialists at 888-237-9045 so that we may provide personal assistance.
- **Brokerage assets.** Brokerage transfers require a different form.
- **Retirement assets.** Retirement transfers require a different form and additional documentation.

Instructions for transferring assets

Name change

If an account owner's name has changed (e.g., due to a marriage or divorce), submit a completed Name Change Authorization Form with this form.

Individual accounts

- **Adding owners.** If the current owner of an individual account (an account registered in only one name) wants to add an owner or owners, then the current owner must sign and provide a signature guarantee.
- **Transferring to a new owner (e.g., due to divorce).** The current owner must complete this form and provide a signature guarantee. If the recipient has an existing Vanguard account to receive the assets, he or she must provide the account number in Section 3 of this form. Otherwise, he or she must open a new account by completing our Account Registration Form.

Joint accounts

- **Removing owners (e.g., due to divorce).** If the current owners of a joint account (an account registered in multiple names) want to remove one (or more) current owners, then all current owners being removed must sign and provide signature guarantees.
- **Adding owners.** If the current owners of a joint account (an account registered in multiple names) want to add an owner or owners, then all current owners must sign and provide signature guarantees.
- **Transferring to a new owner.** All current owners must complete this form and provide signature guarantees. If the recipient has an existing Vanguard account to receive the assets, he or she must provide the account number in Section 3 of this form. Otherwise, he or she must open a new account by completing our Account Registration Form.

Organization accounts, or organizations acting as trustee

If you haven't already submitted a completed Organization Resolution form, you must attach one to this Change of Ownership Form to identify who's authorized to act for the organization. The required number of authorized signers as indicated on the Organization Resolution form must sign and provide signature guarantees.

(over, for additional important information)



Change of Ownership Form

Use this form to change ownership or transfer nonretirement assets to a different account owner. Brokerage and retirement accounts require a different form.

Important: If you're transferring assets from a decedent's account, we prefer that you call us to obtain our Change of Ownership Form For Transfers Due to Death.

Please print in capital letters and use black ink.

Questions?

Call 800-662-2739.

If you need other forms or want to complete this form online, go to vanguard.com/serviceforms.

1. Current account owner information

Important: If this is a transfer from a decedent's account, provide the name of the deceased in the Name box. Additional documentation and information are required. Before proceeding with this form, call us for assistance at 800-662-2739.

Provide the full, legal name. >

Name of owner, minor, trustee, or authorized signer *first, middle initial, last*

Last four digits of Social Security number or employer ID number Zip code

Account number

Name of joint owner, custodian, trustee, or authorized signer *first, middle initial, last*

Name of trust or organization

2. Assets you want to transfer

Important notes about cost basis: If you're transferring shares from an individual, estate, minor, or guardian account because a current account owner is deceased, we'll automatically designate the shares as inherited, using the date of death. The cost basis of the shares will be updated based on the fair market value on the date of death. If you want to adjust the cost basis using an authorized estate valuation, also complete our Cost Basis Adjustment Form for Inherited Shares.

If you're transferring shares from a joint or trust account because a current account owner is deceased, we won't automatically designate the shares as inherited or adjust the cost of the shares based on the fair market value on the date of death. If you want to adjust the cost basis using the fair market value on the date of death or an authorized estate valuation, also complete our Cost Basis Adjustment Form for Inherited Shares.

For sales of noncovered shares (shares acquired prior to January 1, 2012), we'll use the average cost method.

For covered shares (shares acquired on or after January 1, 2012), if you're selling part of a nonretirement account, we'll use either our default cost basis method (average cost) or the preferred cost basis method you selected. If your preferred method is specific identification, complete the second table on the next page, indicating the number of shares you want to sell and the date they were acquired. Vanguard Asset Management Services™ accounts may have a different default cost basis method; please consult your financial advisor for more details.

3. Account to receive the transfer

Check and complete one.

- Transfer shares to a new Vanguard account. Complete our Account Registration Form and mail it with this form. Please list the name(s) of the new account owner(s).

Name of owner, minor, trustee, or authorized signer *first, middle initial, last*

Name of joint owner, custodian, trustee, or authorized signer *first, middle initial, last*

Name of trust or organization *if applicable*

- Transfer shares to an existing Vanguard account.

Name of owner, minor, trustee, or authorized signer *first, middle initial, last*

This number must differ from the account number(s) provided in Section 1 or 2. >

Account number

Name of joint owner, custodian, trustee, or authorized signer *first, middle initial, last*

Name of trust or organization *if applicable*

4. Reason for transfer

Check one. If you don't check a box, we'll treat the transfer as a gift.

- The current owner is deceased. Date of death *mm/dd/yyyy*

This is a gift.

This isn't a gift and isn't due to death.

Mailing information

Make a copy of your completed form for your records.

Mail your completed form and any attached information in the enclosed postage-paid envelope.

If you don't have a postage-paid envelope, mail to: > Vanguard
P.O. Box 1110
Valley Forge, PA 19482-1110

For overnight delivery, mail to: > Vanguard
455 Devon Park Drive
Wayne, PA 19087-1815

Reminders

- If the transferred assets are going to a new account, submit a completed Account Registration Form with this form. **Important:** Account options, such as automated and electronic bank transfers, won't carry over from the original account to the receiving account. You'll need to establish any desired account options on the Account Registration Form.
- If the account owner's name has changed, submit a completed Name Change Form.
- If this is an organization account, or the organization is acting as trustee, you must attach a completed Organization Resolution form if you haven't already submitted one to us.